

**DEPARTMENT OF SOCIAL SERVICES**

744 P Street, Sacramento, CA 95814



August 21, 2003

COUNTY FISCAL LETTER (CFL) NO. 03/04-25

TO: ALL COUNTY WELFARE DIRECTORS  
ALL COUNTY WELFARE FISCAL OFFICERS

SUBJECT: FISCAL YEAR (FY) 2003/04 FINAL ALLOCATION FOR THE  
ADMINISTRATION OF THE NON-ASSISTANCE FOOD STAMP (NAFS)  
PROGRAM

The purpose of this letter is to provide County Welfare Departments with their final administrative allocation for the NAFS program.

Attachment I displays your NAFS final allocation. It includes costs and savings associated with approved premises. For the NAFS Administrative Basic allocation, the funding is being held to the FY 2002/03 amount due to declining revenues and other demands on the available State General Fund (SGF). The major premises in FY 2003/04 are the caseload growth of 6.4 percent, the updated implementation for Prospective Budgeting (PB), the associated cost with the provisions in the H.R. 2646 Farm Bill, and transitional benefits. Please note a minor adjustment to the staff development premise. In finalizing the allocation, we discovered that the staff development funding was slightly overstated. Therefore, we adjusted the funding. Attachment II provides a description of each of the individual premises and methodologies.

The PB premise reflects the NAFS administrative savings, costs, and one-time training cost associated with implementing a quarterly reporting system using prospective budgeting in projecting income over a three-month period for NAFS. The individual county specific allocations for this premise takes into consideration each county's implementation date and a six month phase in date. In the Governor's budget subvention process, the department will be reviewing updated implementation dates. If county's implementation date changes, the NAFS Administrative allocation will be adjusted in January 2004 to reflect the updated PB administrative savings and cost. As a reminder, the statewide PB implementation must be completed no later than June 30, 2004. Please refer to All County Welfare Directors letter dated August 14, 2003 for more information.

Attachment III contains a listing of the entire program codes for the NAFS Administrative allocation. Expenditures charged against these program codes are tracked on the Quarterly County Expense Claim.

Transferability of funds between Foster Care and NAFS will continue to be allowed for the following counties: Alpine, Amador, Colusa, Glenn, Inyo, Lassen, Mariposa, Modoc, Mono, Plumas, Sierra and Trinity. It is anticipated that any surplus funds,

within this small county group, will be redistributed at closeout among those counties who overspent their allocations.

If you have any questions concerning this allocation, please contact the County Financial Analysis Bureau at (916) 657-3806.

DOUGLAS D. PARK, Chief  
Financial Planning Branch

Attachments  
C: CWDA

**FY 03/04 NAFS ALLOCATION  
STATE FUNDS**

COUNTY	NAFS ADMIN BASIC	STAFF DEVELOPMENT	CASELOAD INCREASE	LEADER SAVINGS	PA to NA FUND SHIFT	PROSPECTIVE BUDGETING STAFF DEV	PROSPECTIVE BUDGETING ADMIN COST	PROSPECTIVE BUDGETING ADMIN SAVINGS	EBT ADMINISTRATIVE NET IMPACT	CALIF. FOOD ASSISTANCE PROGRAM (CFAP)	FARM BILL H.R. 2646	TRANSITIONAL BENEFITS	NAFS STATE FUNDS ALLOCATION
Alameda	\$6,494,390	\$85,348	\$382,521	\$0	\$2,264,601	\$24,322	\$390,930	(\$515,925)	(\$26,966)	\$137,309	\$385,486	(\$16,163)	\$9,605,853
Alpine	\$13,073	\$5	\$449	\$0	\$8,360	\$103	\$174	(\$41)	\$1,656	\$167	\$776	(\$29)	\$24,693
Amador	\$111,018	\$5,994	\$4,470	\$0	\$40,046	\$411	\$1,739	(\$807)	\$1,667	\$1,658	\$6,589	(\$234)	\$172,550
Butte	\$1,027,722	\$33,443	\$85,504	\$0	\$354,695	\$7,091	\$29,983	(\$13,913)	(\$42,126)	\$31,667	\$61,001	(\$4,290)	\$1,570,777
Calaveras	\$148,735	\$9,789	\$6,218	\$0	\$38,512	\$807	\$3,412	(\$1,583)	\$0	\$2,317	\$8,828	(\$383)	\$216,652
Colusa	\$121,266	\$7,953	\$3,346	\$0	\$22,244	\$489	\$2,067	(\$959)	\$5,322	\$1,249	\$7,198	(\$197)	\$169,978
Contra Costa	\$3,678,760	\$50,201	\$145,736	\$0	\$1,385,125	\$9,651	\$155,125	(\$204,724)	(\$78,835)	\$52,270	\$218,357	(\$7,511)	\$5,404,155
Del Norte	\$150,857	\$15,557	\$15,083	\$0	\$15,765	\$1,466	\$6,200	(\$2,877)	\$5,015	\$5,597	\$8,955	(\$725)	\$220,894
El Dorado	\$563,057	\$17,524	\$20,477	\$0	\$137,170	\$1,784	\$7,545	(\$3,501)	\$2,412	\$7,588	\$33,421	(\$968)	\$786,509
Fresno	\$3,447,303	\$62,409	\$418,530	\$0	\$2,371,885	\$34,003	\$546,554	(\$721,306)	\$40,522	\$149,393	\$204,619	(\$21,740)	\$6,532,172
Glenn	\$165,518	\$16,666	\$8,041	\$0	\$77,823	\$791	\$3,346	(\$1,553)	\$2,322	\$2,985	\$9,824	(\$445)	\$285,317
Humboldt	\$993,985	\$21,023	\$44,175	\$0	\$278,704	\$4,492	\$18,994	(\$8,814)	(\$18,306)	\$16,402	\$58,999	(\$2,043)	\$1,407,611
Imperial	\$647,267	\$15,290	\$58,210	\$0	\$247,004	\$6,013	\$25,423	(\$11,798)	(\$7,962)	\$21,618	\$38,419	(\$4,004)	\$1,035,480
Inyo	\$128,018	\$10,597	\$2,173	\$0	\$12,149	\$411	\$1,739	(\$807)	\$2,496	\$817	\$7,599	(\$116)	\$165,075
Kern	\$2,826,589	\$65,016	\$236,035	\$0	\$967,006	\$21,684	\$91,688	(\$42,548)	(\$151,301)	\$87,523	\$167,776	(\$15,887)	\$4,253,581
Kings	\$536,852	\$13,245	\$42,802	\$0	\$143,421	\$4,492	\$18,994	(\$8,814)	\$4,142	\$15,899	\$31,866	(\$2,338)	\$800,561
Lake	\$227,347	\$9,885	\$26,271	\$0	\$164,138	\$2,715	\$11,482	(\$5,328)	\$0	\$9,756	\$13,495	(\$1,482)	\$458,279
Lassen	\$111,274	\$13,264	\$7,991	\$0	\$44,694	\$784	\$3,313	(\$1,538)	\$361	\$2,965	\$6,605	(\$439)	\$189,274
Los Angeles	\$52,229,547	\$686,919	\$3,207,849	(\$714,000)	\$18,853,465	\$317,522	\$1,309,161	(\$607,521)	(\$844,591)	\$1,190,316	\$3,107,569	(\$179,163)	\$78,557,073
Madera	\$519,637	\$19,990	\$44,325	\$0	\$101,388	\$5,089	\$21,520	(\$9,986)	\$1,041	\$16,487	\$30,844	(\$3,038)	\$747,297
Marin	\$659,987	\$13,857	\$14,983	\$0	\$103,531	\$1,575	\$6,659	(\$3,090)	\$17,452	\$5,566	\$39,174	(\$741)	\$858,953
Mariposa	\$73,715	\$8,815	\$3,121	\$0	\$28,678	\$372	\$1,575	(\$731)	\$264	\$1,162	\$4,375	(\$179)	\$121,167
Mendocino	\$909,910	\$8,957	\$33,912	\$0	\$177,219	\$2,894	\$12,236	(\$5,678)	\$0	\$12,564	\$54,009	(\$1,426)	\$1,204,597
Merced	\$1,426,775	\$10,192	\$114,596	\$0	\$535,278	\$7,882	\$190,201	(\$212,033)	(\$23,477)	\$41,696	\$84,688	(\$5,513)	\$2,170,285
Modoc	\$46,302	\$7,994	\$3,371	\$0	\$35,772	\$341	\$1,443	(\$670)	\$683	\$1,252	\$2,749	(\$183)	\$99,054
Mono	\$58,125	\$17,255	\$1,224	\$0	\$13,822	\$124	\$525	(\$244)	\$5,694	\$454	\$3,450	(\$53)	\$100,376
Monterey	\$2,242,214	\$43,422	\$76,090	\$0	\$647,689	\$6,758	\$28,572	(\$13,259)	(\$39,561)	\$28,202	\$133,089	(\$4,401)	\$3,148,815
Napa	\$579,153	\$16,558	\$6,717	\$0	\$58,271	\$838	\$3,543	(\$1,644)	(\$513)	\$2,502	\$34,376	(\$408)	\$699,393
Nevada	\$459,256	\$28,827	\$9,115	\$0	\$139,321	\$861	\$3,641	(\$1,690)	\$31	\$3,381	\$27,260	(\$492)	\$669,511
Orange	\$6,543,871	\$58,571	\$354,003	\$0	\$3,020,376	\$28,472	\$457,644	(\$603,969)	(\$8,073)	\$126,393	\$388,419	(\$18,731)	\$10,346,976
Placer	\$685,709	\$18,526	\$25,871	\$0	\$331,914	\$1,901	\$30,551	(\$40,319)	\$0	\$9,257	\$40,701	(\$1,229)	\$1,102,882
Plumas	\$88,669	\$10,667	\$3,022	\$0	\$41,595	\$279	\$1,181	(\$548)	\$535	\$1,121	\$5,263	(\$160)	\$151,624
Riverside	\$5,172,523	\$72,834	\$416,857	\$0	\$3,653,476	\$23,957	\$238,984	(\$227,322)	(\$25,702)	\$152,877	\$307,022	(\$19,282)	\$9,766,225
Sacramento	\$6,332,701	\$51,459	\$627,720	\$0	\$4,648,664	\$38,891	\$625,114	(\$824,985)	(\$280,682)	\$225,443	\$375,885	(\$28,260)	\$11,791,950
San Benito	\$125,260	\$11,349	\$8,016	\$0	\$52,069	\$807	\$3,412	(\$1,583)	\$5,539	\$2,976	\$7,435	(\$516)	\$214,764
San Bernardino	\$5,608,184	\$99,643	\$677,065	\$0	\$4,334,451	\$51,064	\$557,594	(\$536,647)	\$0	\$248,442	\$332,881	(\$35,296)	\$11,337,381
San Diego	\$6,118,139	\$70,781	\$465,003	\$0	\$3,699,891	\$33,941	\$545,556	(\$719,990)	\$0	\$166,419	\$363,150	(\$25,392)	\$10,717,498
San Francisco	\$6,068,151	\$77,043	\$126,982	\$0	\$1,189,131	\$15,912	\$255,757	(\$337,532)	(\$66,000)	\$44,689	\$360,182	(\$6,099)	\$7,728,216
San Joaquin	\$2,321,976	\$40,607	\$193,907	\$0	\$872,601	\$17,301	\$73,154	(\$33,947)	(\$92,420)	\$71,876	\$137,824	(\$12,303)	\$3,590,575
San Luis Obispo	\$926,463	\$5,907	\$33,512	\$0	\$357,050	\$2,948	\$47,385	(\$62,536)	(\$27,195)	\$11,936	\$54,991	(\$1,546)	\$1,348,915
San Mateo	\$1,143,670	\$31,954	\$33,188	\$0	\$714,532	\$2,529	\$40,652	(\$53,650)	(\$1,381)	\$11,866	\$67,884	(\$1,716)	\$1,989,528
Santa Barbara	\$1,333,135	\$33,504	\$86,428	\$0	\$622,253	\$6,470	\$103,999	(\$137,251)	(\$72,357)	\$30,913	\$79,130	(\$3,667)	\$2,082,556
Santa Clara	\$5,897,245	\$100,715	\$241,928	\$0	\$2,622,005	\$15,974	\$256,755	(\$338,848)	(\$121,762)	\$86,776	\$350,038	(\$11,396)	\$9,099,429
Santa Cruz	\$998,987	\$18,591	\$33,637	\$0	\$158,317	\$3,429	\$55,117	(\$72,740)	(\$51,597)	\$11,927	\$59,296	(\$1,572)	\$1,213,392
Shasta	\$840,750	\$20,894	\$64,727	\$0	\$293,413	\$5,245	\$22,176	(\$10,291)	(\$24,051)	\$23,966	\$49,903	(\$3,207)	\$1,283,525
Sierra	\$50,898	\$5,927	\$599	\$0	\$13,861	\$175	\$303	(\$75)	\$677	\$222	\$3,021	(\$31)	\$75,577
Siskiyou	\$400,665	\$31,968	\$16,057	\$0	\$114,062	\$1,482	\$6,266	(\$2,908)	\$3,157	\$5,954	\$23,782	(\$722)	\$599,763
Solano	\$1,578,532	\$29,850	\$72,818	\$0	\$1,103,865	\$4,725	\$75,941	(\$100,223)	(\$157,776)	\$26,129	\$93,695	(\$3,789)	\$2,723,766
Sonoma	\$998,398	\$29,707	\$45,549	\$0	\$633,942	\$4,151	\$66,714	(\$88,045)	(\$44,066)	\$16,207	\$59,261	(\$2,311)	\$1,719,507
Stanislaus	\$2,420,810	\$57,912	\$168,061	\$0	\$1,069,209	\$11,684	\$251,313	(\$331,665)	(\$179,214)	\$60,626	\$143,690	(\$8,010)	\$3,664,416
Sutter	\$348,156	\$15,014	\$17,256	\$0	\$102,879	\$1,753	\$7,414	(\$3,440)	(\$1,833)	\$20,665	\$20,665	(\$1,055)	\$513,215
Tehama	\$321,908	\$12,749	\$20,951	\$0	\$103,416	\$2,203	\$9,316	(\$4,323)	(\$11,008)	\$7,783	\$19,107	(\$1,173)	\$480,929
Trinity	\$92,754	\$17,931	\$2,972	\$0	\$23,945	\$349	\$1,476	(\$685)	\$2,768	\$1,105	\$5,506	(\$194)	\$147,927
Tulare	\$1,882,680	\$44,203	\$245,874	\$0	\$959,755	\$18,030	\$289,800	(\$382,459)	(\$53,770)	\$87,986	\$111,749	(\$10,745)	\$3,193,103
Tuolumne	\$238,861	\$15,859	\$13,285	\$0	\$85,064	\$993	\$4,199	(\$1,949)	\$0	\$4,915	\$14,178	(\$708)	\$374,697
Ventura	\$2,988,984	\$45,112	\$103,359	\$0	\$984,078	\$9,511	\$152,881	(\$201,762)	(\$64,066)	\$36,767	\$177,415	(\$5,280)	\$4,226,999
Yolo	\$600,522	\$59,054	\$39,256	\$0	\$361,667	\$3,119	\$50,129	(\$66,157)	(\$16,741)	\$14,021	\$35,645	(\$2,106)	\$1,078,409
Yuba	\$689,747	\$20,674	\$35,762	\$0	\$199,743	\$2,940	\$12,433	(\$5,769)	(\$8,422)	\$13,241	\$40,886	(\$1,913)	\$999,321
<b>TOTAL</b>	<b>\$143,416,000</b>	<b>\$2,425,000</b>	<b>\$9,197,000</b>	<b>(\$714,000)</b>	<b>\$61,635,000</b>	<b>\$776,000</b>	<b>\$7,141,000</b>	<b>(\$7,595,000)</b>	<b>(\$2,438,000)</b>	<b>\$3,359,000</b>	<b>\$8,520,000</b>	<b>(\$483,000)</b>	<b>\$225,239,000</b>

**FY 2003/04 NON-ASSISTANCE FOOD STAMPS  
ALLOCATED PREMISES**

The following provides a brief description of each premise amount contained in your NAFS Allocation

<b>PREMISE NAME</b>	<b>DESCRIPTION</b>	<b>COST</b>	<b>SAVINGS</b>
NAFS Administrative Basic	This premise reflects the administrative costs for the NAFS Program. Due to the shortfall in the State Budget, your administrative basic cost is funded at the same level as FY 02/03. In addition, the Inaccessible Vehicle Resource and the Governor's Budget Adjustment for FY 02/03 were rolled into Basic for FY 03/04.	X	
Staff Development	This premise reflects the funding for Staff Development. The allocation was calculated by multiplying each county's average percent to total of the 4 most recent quarters (06/02-03/03) Food Stamps Expenditures and FY 02/03 average NAFS Full-time Equivalent (FTEs) eligibility workers. An adjustment was made to the allocation to fund the State share of costs for staff training among the 41 counties of the Inter-County Policy and Planning Committee, which contracts with the University of California, Davis. The training costs for the Prospective Budgeting and EBT Administration Impact are excluded.	X	
Los Angeles Eligibility, Automated Determination, Evaluation and Reporting (LEADER) System	This premise reflects anticipated savings associated with the maintenance and operation of Los Angeles County's Legacy System. With the implementation of the SAWS-LEADER system in the county, the cost of the existing Legacy System will be reduced.		X
Public Assistance (PA) to Non-Assistance (NA) Shift	This premise reflects the shift of funds from the CalWORKs Eligibility Program to the NAFS Program for the share of eligibility costs associated with the Food Stamps Program. The allocation was calculated by developing a PA caseload (DFA 256 Report Part A Line 1A) to the CalWORKs caseload (CW 237 Part b Line 8) ratio. The ratio is applied to the FY 03/04 Total CalWORKs Eligibility Allocation to calculate the total PA shift. Each county's percent to total of the total PA shift is used to distribute the budgeted cost for this premise.	X	
Caseload Increase	This premise reflects the increase in the Food Stamp Monthly Caseload. The allocation was distributed by applying a percent to total ratio of each county's average intake and continuing caseload from the DFA 296 for CY 2002.	X	
Prospective Budgeting	This premise reflects the county specific NAFS administrative savings / costs and one-time training costs associated with implementing a quarterly reporting system using prospective budgeting in projecting income over a three-month period for NAFS.	X	X

**FY 2003/04 NON-ASSISTANCE FOOD STAMPS  
ALLOCATED PREMISES**

The following provides a brief description of each premise amount contained in your NAFS Allocation

<b>PREMISE NAME</b>	<b>DESCRIPTION</b>	<b>COST</b>	<b>SAVINGS</b>
Electronic Benefit Transfer Administrative Net Impact	This premise reflects the net impact to county administrative savings / costs associated with eliminating the current Food Stamp delivery system and implementing new activities for the Statewide EBT Project. The allocation was based on the most recent implementation schedule. This includes the state share of ongoing staff training costs.	X	X
California Food Assistance Program (CFAP)	This premise reflects the costs for state only legal non-citizens who are federally ineligible. The allocation was calculated by multiplying each county's percent to total of the Average Monthly NAFS Intake & Continuing Calendar Year 2002 caseload from the DFA 296 report (lines 4b, 4c, 7a and 8).	X	
Transitional Benefits	This premise provides for a "frozen" allotment of food stamp benefits for up to five months for households terminated from CalWORKs cash assistance. It is assumed that counties will be required to perform food stamp eligibility for additional discontinued cases. The counties will also achieve administrative savings as benefits will be "frozen", thus eliminating the need to receive and process monthly/quarterly reported changes. The allocation was distributed by applying a percent to total ratio of each county's average and continuing caseload from the CA 237 for CY 2002.		X
Farm Bill H.R. 2646	This premise reflects the increase in Food Stamp administration costs associated with implementation of mandatory provisions contained in the Food Stamp Reauthorization Act of 2002. The allocation was distributed by applying a percent to total ratio of each counties basic FY 03/04 NAFS allocation.	X	

The state share of administration costs reported on the County Expense Claim (CEC) will be charged to the allocation as follows:

**FOOD STAMPS (FS) DFA 327.4 & 327.5**

211 – FS Issuance (& EBT Project for San Diego and San Bernardino only)  
214 – FSOLIS  
218 – NAFS-IEVS  
234 – Fraud – NAFS AFIRM (LA County) PDQ Contract  
262 – U.S. Residency Project – NAFS  
268 – SAVE Program – NAFS  
275 – EFD/P – NAFS  
310 – NAFS – Fraud  
312 – PA Food Stamp Fraud  
334 – Fraud – NAFS AFIRM (LA County) PDQ Contract  
341 – EFD/P – NAFS (WFI)  
343 – NAFS Eligibility  
344 – NAFS Program Integrity  
347 – NAFS Quality Control  
606 – CFAP – Families  
609 – CFAP – Singles  
611 – NAFS – Jail Match (SB1556)

**FS State Use Only Codes**

284 – SUO - NAFS  
298 – SUO-NAFS SB90 / CalWORKs County MOE Related